

**THE WHITE HOUSE**  
WASHINGTON

May 23, 2019

MEMORANDUM FOR: Ryan Jackson  
Chief of Staff  
U.S. EPA

Kaitlyn Shimmin  
White House Liaison  
U.S. EPA

FROM: Melinda Stell  
Special Assistant to the President  
Director of White House Personnel and Employee Engagement  
The White House


SUBJECT: **Request of Detailee: Nancy Beck**

The White House Personnel Office (WHPO) requests the detail of Nancy Beck from United States Environmental Protection Agency (U.S. EPA).

**This assignment will be NON-REIMBURSABLE for a total of 180 calendar days (with a maximum of 180 calendar days per fiscal year).**

**Assignments effective date starting 06/10/2019\* through 12/06/2019\*.**

This agreement is entered into under 3 U.S.C. §112.

*06/17/2019 - 12/13/2019* 

Nancy Beck will serve as Policy Advisor in the National Economic Council responsible for the following tasks:

- Advise on Energy and Environmental issues
- Assist with the implementation of Energy and Environmental Executive Orders.
- Meet with advocacy groups and stakeholders on environmental issues.

**During the period of the assignment:**

**U.S. EPA will:**

- Maintain records for Nancy Beck including official time and attendance, formal performance evaluations, and related personnel matters per U.S. EPA policy.
- Coordinate with the WHO Department regarding approvals of leave, performance appraisals, and other applicable U.S. EPA requirements.

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\* Start and End Dates are approximate

THE WHO Department will:

- Provide office space, including all necessary identification for building access and communications, including badges, phones, and computers.
- Cover any travel or training expenses specially required to achieve assignment objectives (unless otherwise negotiated between the WHO Department and the U.S. EPA).
- Determine work schedules for Nancy Beck.
- Advise Nancy Beck of any WHO ethics and confidentiality requirements that may apply in addition to the U.S. EPA ongoing ethics and confidentiality requirements.

**We appreciate your attention to this request and completion of all fields below.**

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**Agency Action:**

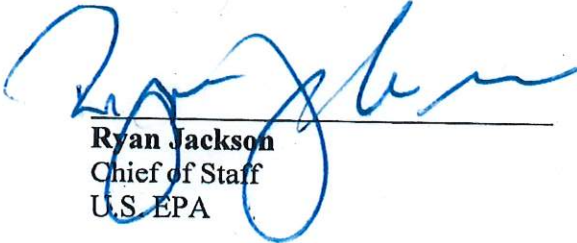
Date Approved: 05/31/2019

Date Disapproved \_\_\_\_\_

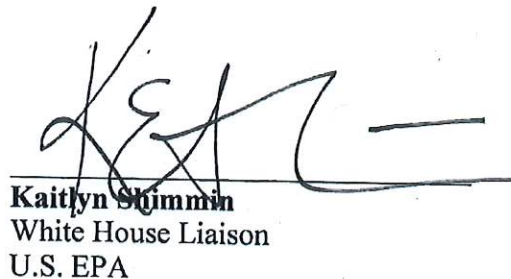
Type of Appointment: Administratively Determined

Pay Plan/Grade/Step: GS 15/10


Current Salary: \$166,500



**Ryan Jackson**  
Chief of Staff  
U.S. EPA



**Kaitlyn Shimm**  
White House Liaison  
U.S. EPA



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